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Site Visit Report	Project: Aqcha Citizen Service Center
Location: Jawozjan Province	Coordinates: Latitude: 36°54'5.69"N Longitude: 66°11'1.81"E *Coordinates are estimated
Inspection Date: November 6, 2013	Weather: Partly Cloudy, Temp @ 18°C, No Precipitation
Inspectors: 	Status: Incomplete

PRESENTED TO

United States Agency for International Development (USAID)
Office of Economic Growth and Infrastructure (OEGI)

RampUP North


Great Massoud Road
Kabul, Afghanistan

PRESENTED BY

Tetra Tech, Inc.
Afghanistan Engineering Support Program
Contract No. EDH-I-00-08-00027-00
Task Order No. 1

Work Order WO-LT-0009 AMD #5

Shash Darak
Kabul, Afghanistan


Title: **Deputy Chief of Party**

Date:
01/23/2014

EXECUTIVE SUMMARY

The Aqcha Citizen Service Center (CSC) is located in Jawozjan province in the Aqcha district, located in northern Afghanistan. USAID in conjunction with RampUP North and the Aqcha Municipality have been contributing to the renovation of the existing Citizen Service Center, including construction of a new septic tank and renovation of a latrine. The Aqcha Citizen Service Center will provide an accessible point of contact that connects residents, business, visitors with the Aqcha Municipality information and services.

On November 6, 2013, two engineers from Tetra Tech's (Tt) Afghanistan Engineering Support Program reviewed the project documentation for the Aqcha Citizen Service Center and traveled to Jawozjan province, Aqcha district to evaluate the visible completed works. Tt has determined USAID's portion of the construction work for the Aqcha Citizen Service Center is in progress, but incomplete. The contractor's completed work consists of installation of PVC door and windows, plastering of the CSC building, installation of light fixtures, junction boxes and fans in CSC building and they also finished all renovation of the toilet that includes installation of exhaust fans, boiler, shower, sink, and all electrical fixtures, finishing of the septic tank, painting of CSC building, installation of marble tiles inside the CSB building, construction of top reinforced cement concrete (RCC) slab of septic tank, installation of wooden wainscoting, and installation of receptacle outlets in CSC building. Tt also determined that the Aqcha Municipality's portion of work is complete.

DISCLAIMER

The author's views expressed in this publication do not necessarily reflect the views of the United States Agency for International Development or the United States Government.

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This report was prepared for the United States Agency for International Development, Contract No. EDH-I-00-08-00027-00, Task Order 01, Afghanistan Engineering Support Program.

1.0 INTRODUCTION

The Aqcha Citizen Service Center is located in Jawozjan province in the Aqcha district, located in northern Afghanistan. USAID in conjunction with RampUP North and the Aqcha Municipality have been contributing to the renovation of the existing Citizen Service Center, including construction of a new septic tank and renovation of a latrine. The original drawings of the Citizen Service Center indicate the existing CSC building, proposed platform for the main entrance, proposed platform for the toilets with interior accessories and partition walls. The Aqcha Citizen Service Center will provide an accessible point of contact that connects residents, business, visitors with the Aqcha Municipality information and services.

All the renovation works of CSC building, latrine, construction of new septic tank and construction of proposed platforms for main entrance of CSC building and toilet are funded by USAID/RC-North where removal and demolition activities in CSC building that include removal of existing doors, windows, some portions of existing walls and other related activities are the responsibility of Aqcha municipality.

2.0 SITE VISIT

Two engineers from Tetra Tech's (Tt) Afghanistan Engineering Support Program reviewed the project documentation for the Aqcha Citizen Service Center and traveled to Jawozjan province on November 6, 2013 to evaluate the visible completed works. The provided project documentation included drawings and architectural renderings (Appendix A) and a Bill of Quantities (BOQ) (Appendix B). Tt engineers were accompanied by DAI site engineers during the site evaluation. Findings of this site observation are documented in this report, including photos provided in the Figures section on pages 4 to 11.

During evaluation and inspection of the project, Tt engineers inspected construction work of septic tank and renovation works of toilets and CSC building, and compared all dimensions and quantities with BoQs and available drawings.

3.0 SITE VISIT DETAILS: USAID RESPONSIBILITY

Regarding the USAID funded portion of works, the following was observed:

1. Replacement of the CSC floor is incomplete. (See Figures 1 and 2) The old floor of the CSC building has been demolished and marble tiles for the replacement had been stockpiled.
 - a. **Remaining work:** The contractor is required to install and furnish the marble tiles for the floor of the CSC building.
2. Construction of the septic tank is incomplete. (See Figures 14, 15 and 16) Septic tank's side walls and bottom slab with all plastering works are completed per drawings, however, the plastering of the septic tank and construction of the top slab remains.
 - a. **Remaining work:** The contractor is required to construct Reinforced Cement Concrete (RCC) and do the plastering work of the septic tank top slab per drawings.
3. Construction of platform for toilet and main entrance of CSC building is complete. (See Figures 3 and 9) They appear to be constructed in compliance with the drawings.
4. Installation of PVC doors and windows for toilet and CSC building is complete. (See Figures 3, 4, 6, 9 and 13) This appears to comply with the drawings.
5. Construction of a partition wall in toilet is complete. This appears to comply with the drawings.
6. Installation of ceramic tiles inside the latrine is complete. (See Figures 10 and 11)

The following was observed, however Tt was not provided with any specific drawings or specifications to verify work listed below:

1. Plastering of interior and exterior walls of the CSC building is complete.
2. Installation of fans, light fixtures, switches and fuse boxes in CSC building are complete. (See Figures 5, 7 and 8)
 - a. **Remaining work:** The contractor is required to install receptacle outlets in CSC building. (See Figure 1)

3. All renovation works related to latrine is complete. This includes installation of boiler, shower, light fixtures, receptacle outlets, exhaust fan, switches, junction boxes and sinks. (See Figures 10, 11 and 12.)
4. 3-coat painting of CSC building is incomplete. (See Figures 3 and 4)
 - a. **Remaining work:** The contractor is to complete the painting of the CSC building.
5. Interior wooden wainscoting is incomplete. It is to be 120 centimeters in height and cover the lower part of the interior walls. Construction is yet to be started.
 - a. **Remaining Work:** The contractor is to install interior wooden wainscoting.

Based on the above summary, Tt has determined USAID's portion of the construction work for the Aqcha Citizen Service Center is in progress, but incomplete. Contractor's remaining work consists of 3- coat painting of CSC building, installation and furnish of marble tiles in inside of CSC building, installation of wooden wainscoting (120cm height) on interior walls of CSC building, installation of receptacle outlets in CSC building and construction of top RCC slab of septic tank with its plastering.

4.0 SITE VISIT DETAILS: AQCHA MUNICIPALITY RESPONSIBILITY

The Aqcha Municipality funded portion of works, the following were observed:

1. Removing and demolishing of some portion of the existing walls before renovation of CSC building is complete.
2. Removal of existing windows and doors in CSC building is complete.

Based on the above summary, Tt has determined that the Aqcha municipality's portion of the construction work for the Aqcha Citizen Service Center is complete.

FIGURES

Figure 1. Removal and Demolition of Existing CSC Building Floor



Figure 2. Marble Tiles for CSC Building Floor

FIGURES (CONTINUED)

Figure 3. New Entrance Platform with Stairs



Figure 4. External View of the CSC Building

FIGURES (CONTINUED)

Figure 5. Installed Fan in CSC Building



Figure 6. Interior PVC (6000) Door

FIGURES (CONTINUED)

Figure 7. Installed Lights Inside the CSC Building



Figure 8. Installed Fuse Box and Switches for Lights and Fan

FIGURES (CONTINUED)

Figure 9. View of New Entrance Platform with Stairs to the Toilet



Figure 10. Boiler in the Bathroom (100 liters)

FIGURES (CONTINUED)

Figure 11. View of the Sink



Figure 12. Installed Light with PVC Conduits

FIGURES (CONTINUED)

Figure 13. View of Windows for Toilet



Figure 14. Interior Plastering of the Septic Tank

FIGURES (CONTINUED)

Figure 15. Interior View of the Septic Tank



Figure 16. Exterior and Interior Walls of the Septic Tank

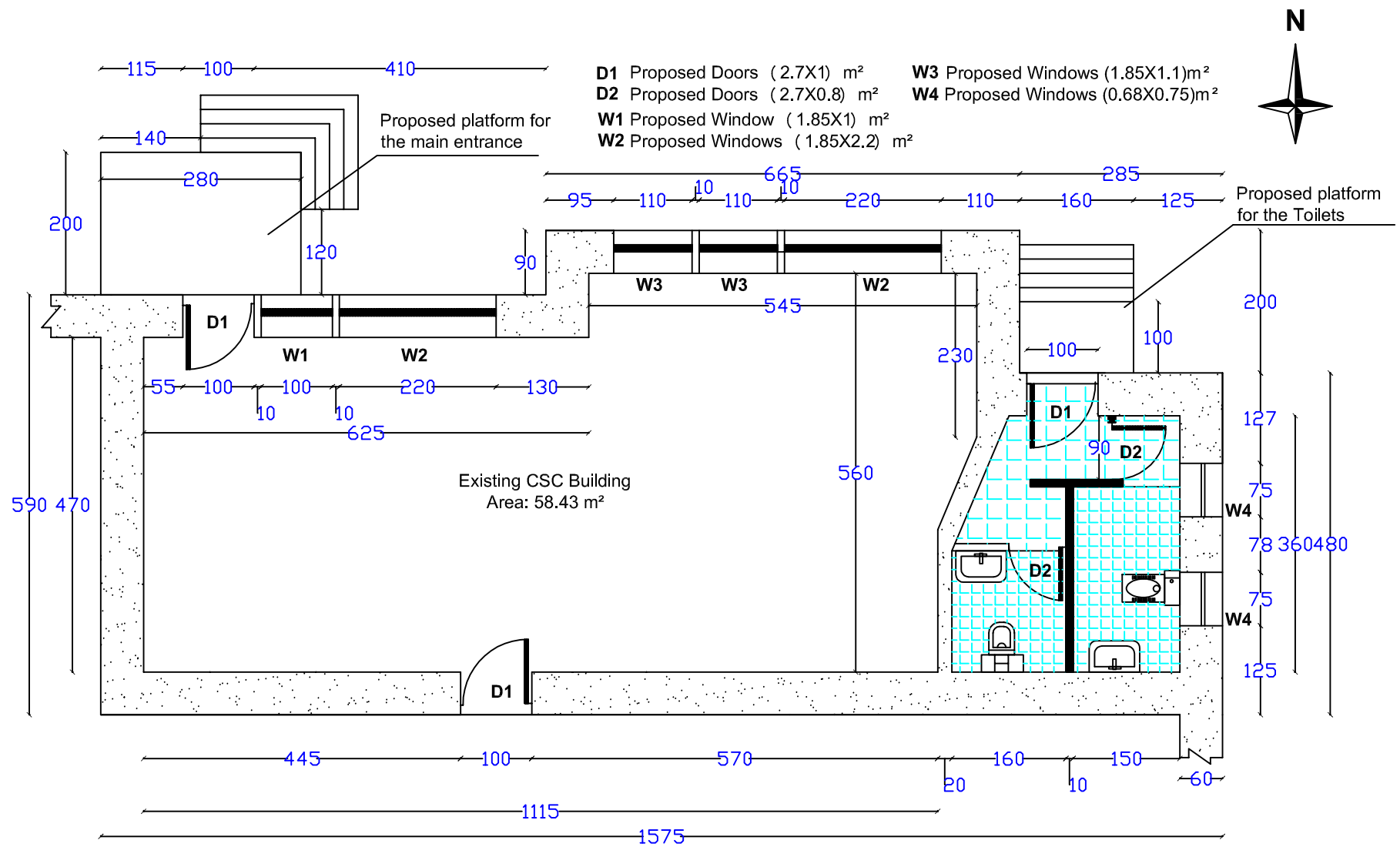
APPENDIX A – AQCHA CSC BUILDING DRAWINGS AND ARCHITECTURAL RENDERINGS

RAMP-UP-NORTH

Aqcha Municipality

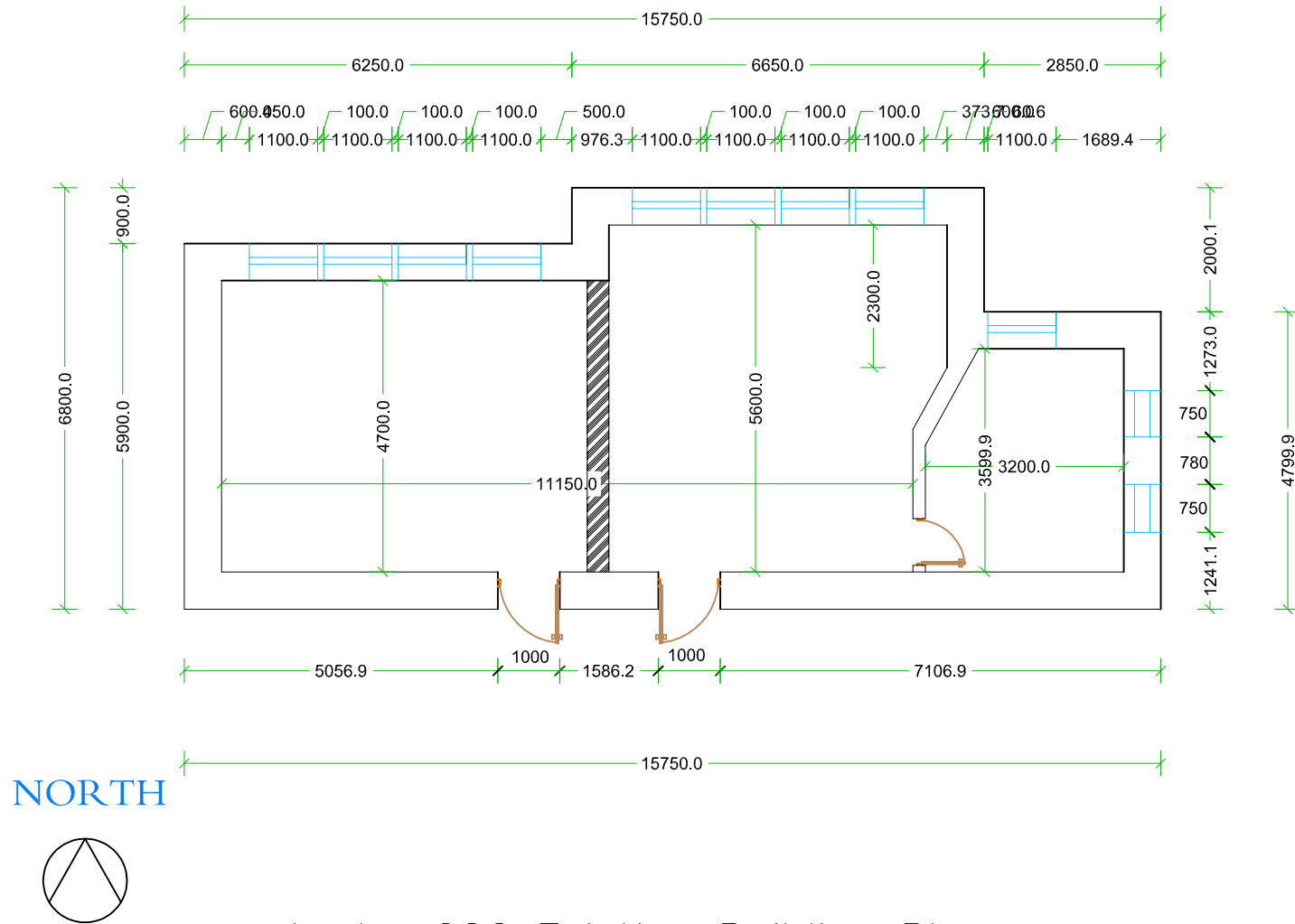
Citizen Service Center

DATE: 08/21/2013



Aqcha Citizen Service Center

Drawing Title: CSC Office Plan		Name	Position/Organization	Project Name: Aqcha Citizen Service Center
	Designed by:		Associate Engineer RAMP UP N	
	Estimated by:		Engineering Advisor RAMP UP N	
Drawing Number: 1/7	Conceptual Approved by:		Mayor of Aqcha	
	Technical Checked by:		Engineering Director RAMP-UP N	
	Approved by:		Projects Manager RAMP-UP N	
				August 2013



Aqcha CSC Existing Building Plan

Drawing Title: CSC Existing plan		Name	Position/Organization	Project Name: Aqcha Citizen Service Center August 2013
	Designed by:		Associate Engineer RAMP UP N	
	Estimated by:		Associate Engineer RAMP UP N	
Drawing Number: 2/7	Conceptual Approved by:		Mayor of Aqcha	
	Technical Checked by:		Engineering Director RAMP-UP N	
	Approved by:		Projects Manager RAMP-UP N	




Aqcha CSC Floor Plan 01

Aqcha CSC Interior Plan

Drawing Title: CSC Interior Plan		Name	Position/Organization	Project Name: Aqcha Citizen Service Center August 2013
	Designed by:	<div></div>	Associate Engineer RAMP UP N	
	Estimated by:		Associate Engineer RAMP UP N	
Drawing Number: 3/7	Conceptual Approved by:		Mayor of Aqcha	
	Technical Checked by:		Engineering Director RAMP-UP N	
	Approved by:		Projects Manager RAMP-UP N	



Aqcha CSC Floor Plan 01

Drawing Title: CSC Latrine Plan		Name	Position/Organization	Project Name: Aqcha Citizen Service Center August 2013
	Designed by:		Associate Engineer RAMP UP N	
	Estimated by:		Associate Engineer RAMP UP N	
Drawing Number: 04/7	Conceptual Approved by:		Mayor of Aqcha	
	Technical Checked by:		Engineering Director RAMP-UP N	
	Approved by:		Projects Manager RAMP-UP N	



Drawing Title: CSC Office Area
Interior Views

Designed by:

Estimated by:

Conceptual Approved by:

Technical Checked by:

Approved by:

Name

Position/Organization

Associate Engineer RAMP UP N

Associate Engineer RAMP UP N

Mayor of Aqcha

Engineering Director RAMP-UP N

Projects Manager RAMP-UP N

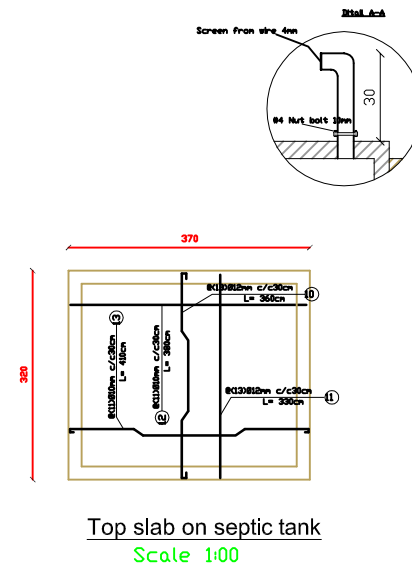
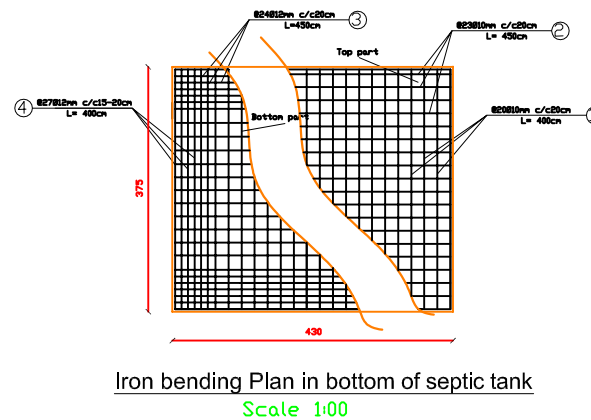
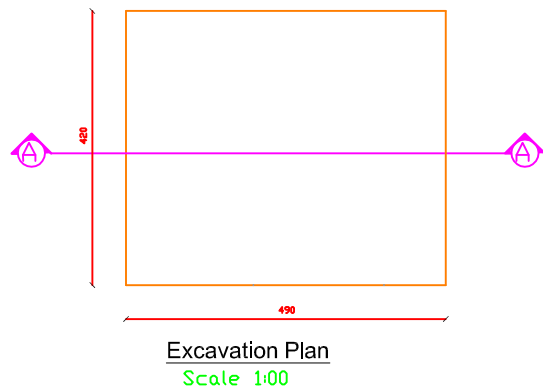
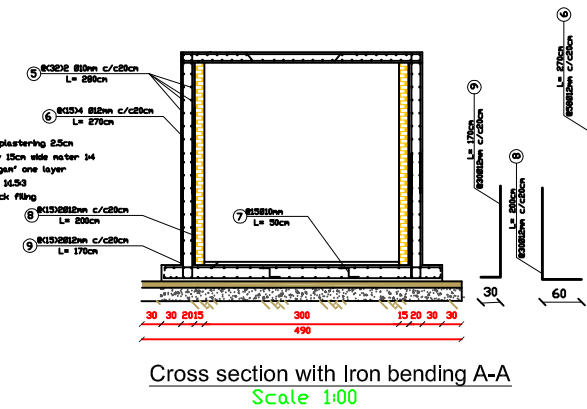
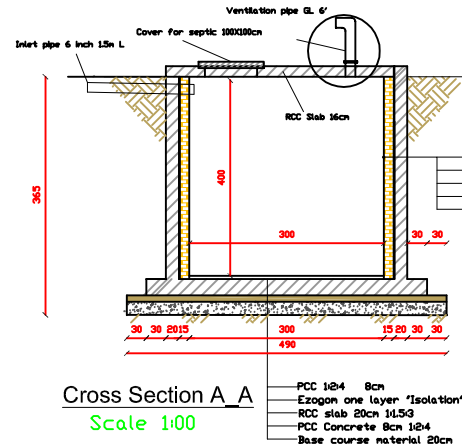
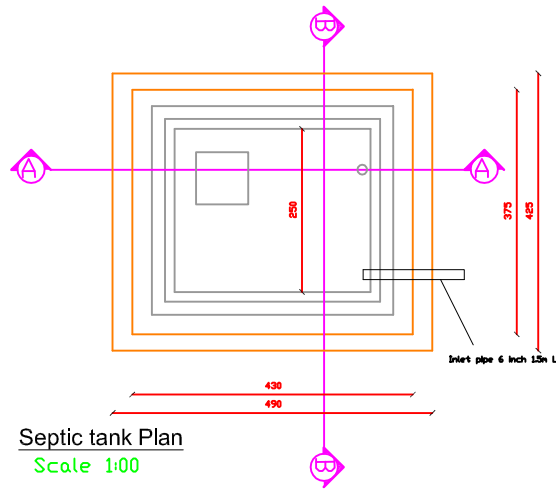
Project Name: Aqcha
Citizen Service Center

Drawing Number: 5/7

August 2013



Drawing Title: Aqcha CSC Exterior Views		Name	Position/Organization	Project Name: Aqcha Citizen Service Center August 2013
	Designed by:		Associate Engineer RAMP UP N	
	Estimated by:		Associate Engineer RAMP UP N	
Drawing Number: 6/7	Conceptual Approved by:		Mayor of Aqcha	
	Technical Checked by:		Engineering Director RAMP-UP N	
	Approved by:		Projects Manager RAMP-UP N	



Drawing Title: Aqcha CSC Septic Tank Design

Designed by:

Estimated by:

Conceptual Approved by:

Technical Checked by:

Approved by:

Name

Position/Organization

Associate Engineer RAMP UP N

Associate Engineer RAMP UP N

Mayor of Aqcha

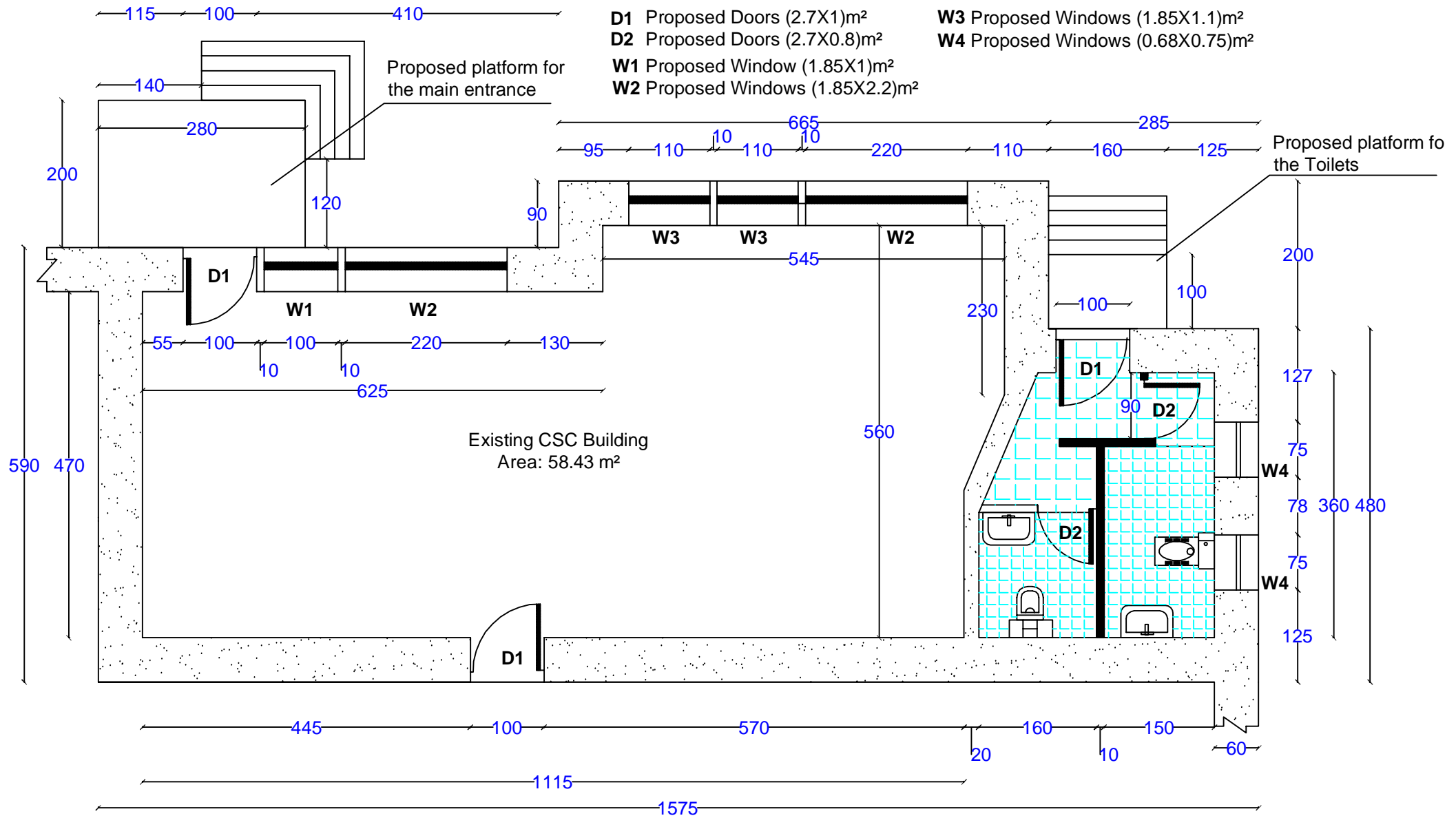
Engineering Director RAMP-UP N

Projects Manager RAMP-UP N

Project Name: Aqcha
Citizen Service Center

Drawing Number: 7/7

August 2013



Aqcha Citizen Service Center

APPENDIX B – AQCHA CSC BUILDING BILL OF QUANTITIES

RAMP-UP-NORTH
Construction of CSC for Aqcha Municipality
Bill of Quantities

Project Name: Construction of Aqcha Citizen Services Center (CSC) Date: August /13/2013						
NO	Description	Quantity	Unit	Unit Price (AFA)	Total Price Each Item (AFA)	Remarks
A	Renovation of two existing and adjacent office spaces into one CSC office					
1	Removing & demolishing of some portion of the existing walls to create space building new main entrance with toilet entrance with all related activities according to the drawing.	5.4	m2		Municipality Contribution	Municipality Contribution
2	Construction of two different platforms, plus the railings, and all other required activities. (one for the toilet entrance, one for the main entrance)	2	each	AFA -	AFA -	
3	Touch Up Plastering of the interior and exterior wall and ceiling with M-1:4 smoothly with all related activities.	26.5	m2	AFA -	AFA -	
4	Three coats of high quality Emulsion paint(plastic paint 100%) for the interior, ceiling and some small touch up for exterior with all the required activities.	167.52	m2	AFA -	AFA -	
5	Marble stone 3 cm thick to cover the top of the windows shelves	2.28	m2	AFA -	AFA -	
6	Installation of wooden/MDF board 120 cm height to cover the lower part of the interior walls	40.2	m2	AFA -	AFA -	
7	Removal of Existing Windows and doors (will all related other activities)	20.8	m2		Municipality Contribution	Municipality Contribution
8	Supply and installation of PVC doors and windows complete with glass and all related activities.	27.5	m2	AFA -	AFA -	
Sub Total Cast in AFA				AFA -	AFA -	
B	Renovation of the third existing and adjacent office space into a two-cabin Latrine:					
1	closing the entrance way to the toilet area from inside the CSC with block masonry	2	m2	AFA -	AFA -	
2	Construction of new portion wall as per the design	15	m2	AFA -	AFA -	
3	Floor ceramic tile installation with all related activities in Latrine area	11.16	m2	AFA -	AFA -	
4	Wall ceramic tile installation with all related activities in Latrine area (only 2mtr AFF)	32.4	m2	AFA -	AFA -	
5	Installation and Lavatory (Wash Basin)	2	each	AFA -	AFA -	
6	Installation of Water Closet with flash tanks (WC's)	2	each	AFA -	AFA -	
7	Supply and installation of 100Liter Water boiler	1	each	AFA -	AFA -	
8	All water and sewer piping/plumbing works	1	LS	AFA -	AFA -	
9	Construction of a new RCC Septic tank along with all the required activities based on the drawings and specifications.	1	LS	AFA -	AFA -	
10	Provision and installation of 2000liter water tank and connecting its water to the latrines	1	LS	AFA -	AFA -	
11	Supply and installation of ceiling fans with all related activities.	3	each	AFA -	AFA -	
12	Electrification Repairing: Supply and installation of interior electrical system and internet wiring for the proposed building (different size conduits, wires, cable, join box, switches ,sockets, grounding ventilators, fuse ,fuse box lights and installing connections to the main electrical source, along with all other items needed to complete the electrical system accordingly.	1	LS	AFA -	AFA -	
Sub Total Cast in AFA				AFA -	AFA -	
Grand Total Cost in AFA				AFA -	AFA	
Grand Total Cost in \$					\$	